



MARYLAND HEALTH CARE COMMISSION

4160 PATTERSON AVENUE – BALTIMORE, MARYLAND 21215
TELEPHONE: 410-764-3460 FAX: 410-358-1236

QUESTIONS/RESPONSES
ADDENDUM #2
MHCC 11-004
Bid Board Notice for Off-Site Data Storage
May 12, 2010

All Prospective Bidders:

The following questions for the above reference Bid Board Notice were received via e-mail. Answers are provided as follows:

Question: How many tapes are there to be destroyed or FY 2011 and FY 2012.

Response: The number varies from year to year. It can be none to many. We need a per tape destruction fee quoted.

Question: What is the address of the initial tape pickup?

Response: The Commissions' address is the pickup address for backup tapes, 4160 Patterson Avenue, Baltimore, MD 21215. However, we have the need occasionally to have tapes securely delivered to other locations or picked up from other locations. We need a per shipment quote for these trips to be not farther than Silver Spring, MD. We use other shipping methods for locations not considered local.

Question: What is the quantity of tapes for the initial pickup?

Response:

<u>DATA MEDIA TYPE:</u>	<u>QUANTITY</u>
3480 cartridges	534
DLT cartridges	81
LTO cartridges	8
Zip disks	3

*TOTAL 626 items

*These numbers should be used as estimates only.

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Question: What is the address of the regular weekly pick-up/delivery.

Response: 4160 Patterson Ave, Baltimore, MD 21215

Question: In the pricing section, are the vaulting quantities monthly or yearly quantities?

Response: Again, the number of tapes will vary from time to time and is unpredictable. What we need is a bill each month itemizing the number of trips and the number of tapes we had in storage that month.

Question: In Section II , Services to be Performed , paragraph 9 states ; Provide “on call” as well as regularly scheduled pickup and delivery of electronic media between 4160 Patterson Avenue, Baltimore Maryland offices and contractor sites in Silver Spring, Maryland and DHMH offices at 201 W. Preston St. in Baltimore, and other sites as needed.

- 1) What are “contractor sites” and do these sites require service?
- 2) What are the addresses of the “other sites”?
- 3) How many “on call” deliveries were performed in the past year?

Response: The contractor sites are contractors to MHCC who do data processing activities on our behalf. The selected vendor is to merely pickup and deliver tapes to our vendors on our behalf only. The sites are already listed. Additional sites might come up and we just need a quote for delivery. The additional sites would be no farther than the Silver Spring address. Most of the on-call deliveries are to the MHCC office and were less than 10 last year. There is no guarantee of this number.

Question: We notice in year 2 that the storage quantities drop significantly, is this correct?

Response: The storage quantities will vary over time and are unpredictable. We need a quote on a per media basis for monthly storage.

Question: We respectfully request an extension of the due date.

Response: Unfortunately, the MHCC does not intend to extend the due date. All bids must be received by Monday, May 17, 2010 @ 4:00 p.m. (local time).

Please be reminded that this is a Small Procurement. The total amount that can be awarded for year one (FY 11) and the option year (FY 12) **cannot exceed \$25,000.**